



Fast. Flexible. Reliable.



What is JET File?

- New electronic filing method
- Designed to replace OCR filing and provide an alternative to e-forms for large filers
- System to system filing of one or many documents in a single transmission





Why Electronic Filing is Best

- Save time and money on submission
- Save money on paper and postage
- Stay out of paper queue at district offices
- Resolve cases quickly





Who is JET Filing for?

- Large filers annually filing 100 or more of any one of the following six forms:
 - ☐ Application for adjudication of claim
 - ☐ Declaration of readiness to proceed (to hearing)
 - ☐ Declaration of readiness to proceed (to expedited trial)
 - ☐ Compromise and release
 - ☐ Stipulations with request for award
 - ☐ Notice and request for allowance of lien
- Small to medium filers can use e-forms
 - ☐ e-forms trial still has room for additional filers
 - ☐ Interested filers should review e-forms trial agreement and email eams@dir.ca.gov





Advantages of JET File

- *Fast*
 - ☐ File at the speed of bytes
 - ☐ Fly over the paper queue at district offices
 - ☐ Receive immediate electronic response of success or errors
- *Flexible*
 - ☐ Submit one or many documents in a single transmission
 - ☐ Choose from three JET Filing methods
 - ☐ Utilize OCR or e-forms (if in e-forms trial) as needed
- *Reliable*
 - ☐ File securely
 - ☐ Know your documents were received and processed successfully
 - ☐ Gain accuracy through electronic error information



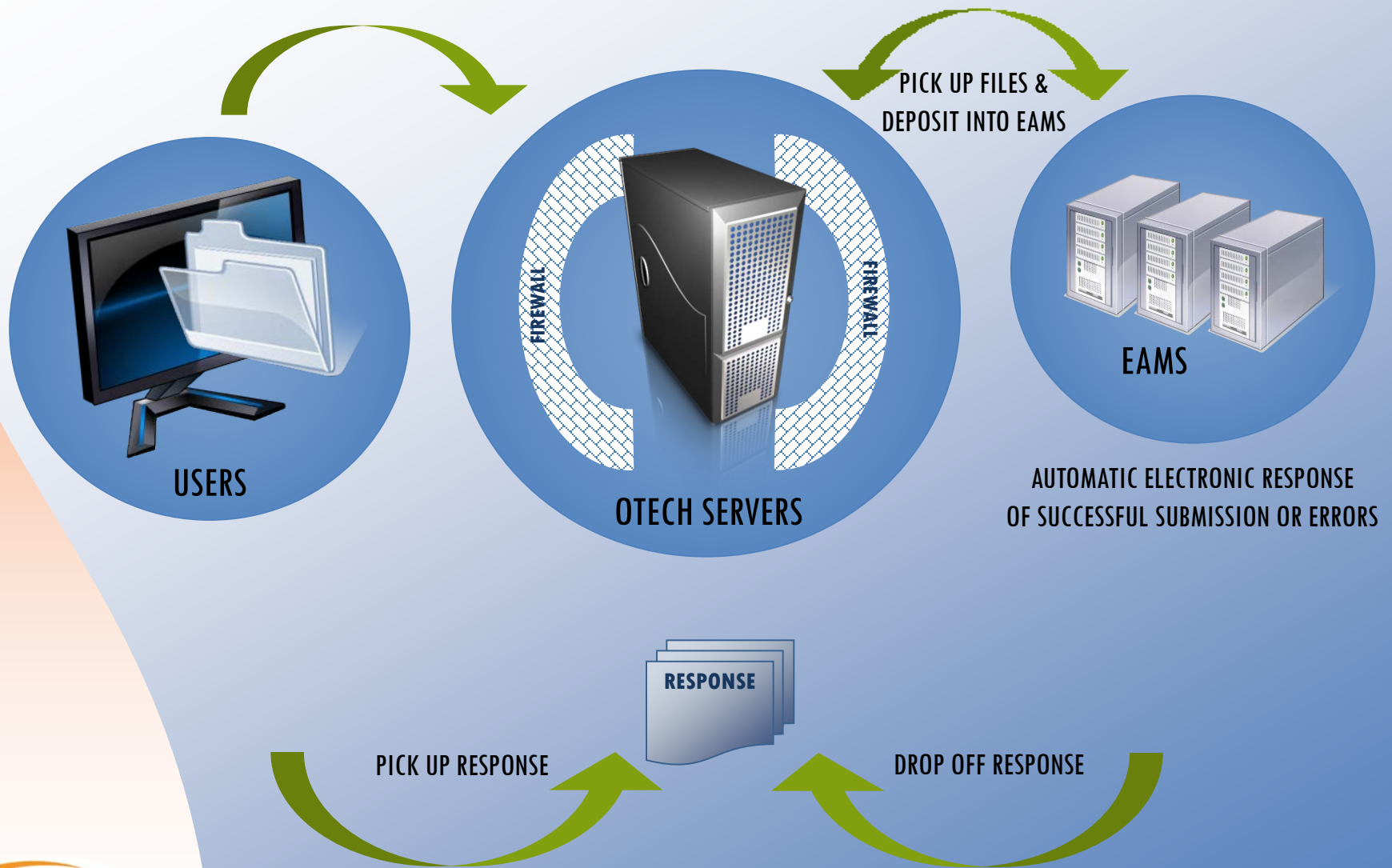


Other Advantages of JET File

- Holds and reprocesses DORs for 15 days to get date if no date initially available
- EAMS case # delivered electronically
 - ☐ Upon successful submission of an application, ADJ # assigned and sent electronically
- Ability to change the way you JET File based upon your evolving needs
- Automatic electronic response is almost instantaneous vs. waiting for manual responses



How JET Filing Works



Three Ways to JET File

Choose one of three JET streams	What you need
JET Stream 1 – Use vendor developed software	<ul style="list-style-type: none">• Select vendor from approved list on DWC Web site• Read trading partner agreement and business rules• Email signed trading partner agreement spreadsheet to JET@dir.ca.gov• File from your location
JET Stream 2 – Use services of third party filer (TPF)	<ul style="list-style-type: none">• Select vendor from approved list on DWC Web site• Read trading partner agreement and business rules• Sign authorization form with vendor allowing them to file on your behalf
JET Stream 3 – Build your own JET stream	<ul style="list-style-type: none">• Use specs from the DWC Web site• Complete user acceptance testing (UAT) and receive validation from DWC• Read trading partner agreement and business rules on DWC Web site• Email signed trading partner agreement spreadsheet to JET@dir.ca.gov



JET File Specifications

DWC EAMS JET File - Mozilla Firefox

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http://www.dir.ca.gov/dwc/EAMS/JetFiling/EAMS_JetFile.html

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DIR Labor Law Cal/OSHA Workers' Comp Apprenticeship Statistics & Research Mediation Boards Media

Injured Worker Employer EAMS A - Z Index I&A Claims Adjudication DEU Medical Unit RRTW UEBTF/SIBTF


I WANT TO...

- Search for a workers' comp case
- Know my rights
- Know what to do when I get hurt on the job
- Find a fact sheet or I&A guide
- Find a form
- Find a publication
- Find a report
- Find a DWC office
- Contact DWC
- File a complaint
- Participate in DWC rulemaking
- Participate in a DWC forum
- Participate in a WCAB forum
- Learn about the DWC 18th annual educational conference

LINKS

- Workers' Compensation Appeals Board
- Commission on Health and Safety and Workers' Compensation
- Department of Insurance
- Employment Development Department
- State Compensation Insurance Fund
- More

Division of Workers' Compensation - Electronic Adjudication Management System (EAMS) – JET File



JET File allows electronic filing of multiple "forms" and attachments in a single transmission by secure file transfer (SFT) service, starting June 27, 2011. It is designed for large-volume filers who file 100 or more of any one of the following forms annually:

- Application for adjudication of claim
- Declaration of readiness to proceed (to hearing)
- Declaration of readiness to proceed (to expedited trial)
- Compromise and release
- Stipulations with request for award
- Notice and request for allowance of lien.

NEW [JET File brochure](#)

NEW [JET File: Fast, Flexible, Reliable](#), Video

About JET File

JET File uses a secure Internet connection that allows filers to transmit data and attachments to State of California servers, where it is picked up by DWC and deposited into EAMS. JET Filers have three ways to use this service. Filers can:

1. Build their own transmission process using the [technical specifications published by DWC](#), or
2. Purchase software from an [approved vendor](#) that allows them to JET File directly, or
3. Use a [third party filer](#) to transmit on their behalf.

How to JET File

If building a transmission process:

- Develop XML transmission code using [specifications published by DWC](#)
- Conduct transmission code testing and receive validation
- Fill out and submit the Excel spreadsheet portion of the [trading partner agreement](#)

If purchasing software:



Q&A

Questions	Answers
What are the costs?	<ul style="list-style-type: none">• Depends on your choice of JET stream:• Purchase cost of vendor software• Cost of services of a third party who will file for you OR• Cost of building own JET stream and cost of maintenance
How will I know if my documents were received?	<ul style="list-style-type: none">• You will receive automatic electronic notice of successful submission• A second automatic response will be sent for successful filing or errors
How will I be notified of errors?	<ul style="list-style-type: none">• You will receive automatic notice of all errors• You will need to fix the error and resubmit• Original filing date retained
Which forms can I file?	<ul style="list-style-type: none">• Application for adjudication of claim• Declaration of readiness to proceed to hearing• Declaration of readiness to proceed to expedited trial• Compromise and release• Stipulations with request for award• Notice and request for allowance of lien





Q&A

Questions	Answers
Can I view documents in EAMS?	<ul style="list-style-type: none">• If in e-forms trial you can electronically view documents in case files in which you are a party• If not in e-forms trial documents available at district office• Public information case search tool on DWC Web site provides access to vital case information
What are the hours of operation?	<ul style="list-style-type: none">• Monday – Wednesday: 4:30 a.m. – 7:30 p.m.• Thursday: 4:30 a.m. – 5:30 p.m.• Friday – Saturday: 4:30 a.m. – 7:30 p.m.• Sunday: Closed

Public Information Case Search Tool

https://eams.dwc.ca.gov/WebEnhancement/

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Case search

Division of Workers' Compensation - Workers' compensation court public information search

EAMS Electronic Adjudication Management System

The information on workers' compensation adjudication cases provided through this search page is public information. This search feature provides access to information that helps move cases through the workers' compensation court system efficiently.

Each person who requests information through this search function is responsible for ensuring the information is not used for purposes other than those allowed by law.

The law requires that people requesting access to public information:

- Identify themselves
- State the reason for making the request
- Not disclose the information to any person who is not entitled to it under [Labor Code section 138.7](#).

The residence addresses of injured workers and Social Security numbers are confidential and are not disclosed by the Division of Workers' Compensation. No documents are available through this search function. Requests for documents should be made following the [guidelines for access to public records](#).

If the reason for requesting access to this public information is related to pre-employment screening, the requestor must follow the [guidelines for access to public records](#).

Requestor information capture

*=required field

The Division of Workers' Compensation retains one year of records for those requesting information through this search function.

First name * **Last name ***

Uniform assigned name (UAN--if applicable)

Email address *

Reason for search *

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ca.gov https://eams.dwc.ca.gov/WebEnhancement/InjuredWorkerSearchScreen.jsp

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Case search

Division of Workers' Compensation - Workers' compensation court public information search



Search screen

* Minimum search criteria: EAMS case number or injured worker first name and last name

May use injured worker date of birth, city and/or ZIP code to refine name search

EAMS case number *

Injured worker first name *

Injured worker city

Injured worker last name *

Injured worker ZIP code

Injured worker date of birth (mm/dd/yyyy)

Search result

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Division of Workers' Compensation - Workers' compensation court public information search



Search screen

* Minimum search criteria: EAMS case number or injured worker first name and last name

May use injured worker date of birth, city and/or ZIP code to refine name search

EAMS case number *

Injured worker first name *

JANE

Injured worker last name *

JONES

Injured worker date of birth (mm/dd/yyyy)

Injured worker city

Injured worker ZIP code

Cancel Reset Search

Search result

Injured worker first name	Injured worker last name	City	ZIP Code	View detail
JANE	JONES	ARCADIA	91006	View cases
JANE	JONES	UNION CITY	94587	View cases
JANE	JONES	FULLERTON	92831	View cases
JANE	JONES	YUCCA VALLEY	92284	View cases
JANEATTA	JONES	LEMON GROVE	91945	View cases
JANEEN	JONES	SAN BERNARDINO	92402	View cases
JANEL	JONES	SPRING VALLEY	91978	View cases
JANET	JONES	CASTRO VALLEY	94552	View cases
JANET	JONES	MERCED	95340	View cases
JANET	JONES	WEST HILLS	91307	View cases
JANET	JONES	LOS ANGELES	90043	View cases
JANET	JONES	LOS ALAMITOS	90720	View cases

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ca.gov https://eams.dwc.ca.gov/WebEnhancement/CaseDetailFinder

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General case information

<i>Injured worker first name</i>		<i>Injured worker last name</i>				
JANE		JONES				
<i>EAMS case number</i>	<i>Case location</i>	<i>Employer</i>	<i>Injury date</i>	<i>Archived</i>	<i>DEU</i>	<i>View case detail</i>
ADJ4447143	SFO-ADJ	KAISER FOUNDATION	01/11/1998 - 01/11/1999	<input checked="" type="checkbox"/>	<input type="checkbox"/>	View case detail
<input type="button" value="Cancel"/>		<input type="button" value="Previous"/>				

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ca.gov https://eams.dwc.ca.gov/WebEnhancement/CaseDetailFinder?arrayIndex=0&startIndex=0

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Case detail information

EAMS case number	Case location	Date of injury	Assigned judge	Archived	DEU	
ADJ4447143	SFO-ADJ	01/11/1998 - 01/11/1999		<input checked="" type="checkbox"/>	<input type="checkbox"/>	View events

Injured worker first name	Injured worker last name	Employer
JANE	JONES	KAISER FOUNDATION

Body Part 1 300 UPPER EXTREMITIES - NOT SPECIFIED

Participant name	Role	Address
GRANCELL LEBOVITZ	LAW FIRM	7250 REDWOOD BOULEVARD SUITE 370 NOVATO CA 94545
KAISER FOUNDATION	EMPLOYER	1 KAISER PLZ OAKLAND CA 94612
KAISER OAKLAND	INSURANCE COMPANY	PO BOX 12927 OAKLAND CA 94604
PETER MORAN SAN FRANCISCO	LEGACY LAW FIRM	649 FILLMORE ST SAN FRANCISCO CA 94117

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Case search

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Case events

<i>EAMS case number</i>	<i>Case location</i>	
ADJ4447143	SFO-ADJ	
<i>Injured worker first name</i>	<i>Injured worker last name</i>	<i>Employer</i>
JANE	JONES	KAISER FOUNDATION

<i>Event general description</i>	<i>Detail description</i>	<i>Event date</i>
ORDER APPROVING C & R	CLOSING ORDER: C & R (GRANTED)	08/25/2000
APPLICATION FILED	PETITION: APPLICATION FOR ADJUDICATION FILED	03/20/2000
APPLICATION FILED	PETITION: APPLICATION FOR ADJUDICATION FILED	03/17/2000

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JET File Available Resources

Get informed

- Go to www.dwc.ca.gov. Click on the JET File logo under EAMS on the right side of the page. There you'll find:
 - ☐ Informational videos
 - ☐ FAQs and more!

Get engaged

- Stay up to date on current EAMS events by subscribing to the e-newsletter EAMS Insider
- Send your JET File questions to eams@dir.ca.gov | put JET File in the subject line

Get going

- Go to www.dwc.ca.gov. Click the JET File logo under EAMS on the right side of the page. There you'll find:
 - ☐ Approved software vendors
 - ☐ Approved third party filers
 - ☐ Technical specifications to build your own JET stream

